



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

Job Title: 17295 - Cyber Officer - GS-14

Salary Range: \$112,021 - \$145,629 (not applicable for detailees)

Vacancy Open Period: 03/23/2017 - 04/14/2017

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: PE/PMISE

Duty Location: Bethesda, MD

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

This is an opportunity for:

- An internal candidate to fill a GS-14 cadre position.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

Who May Apply

Current GS employees at the same grade as the advertised position grade may apply.

Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a cadre assignment:
 - Current ODNI cadre.
 - Current ODNI Staff Reserve Employees. (A staff reserve employee who currently occupies this position may not apply.)
- For a detailee assignment:
 - Current Federal Government employees.



Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current GS grade and salary.
- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

Component Mission

PARTNER ENGAGEMENT COMPONENT MISSION The mission of the Office of the Assistant Director of National Intelligence for Partner Engagement (ADNI/PE) is to “Advance partnerships and responsible intelligence and information sharing to enhance decision-making” while we lead and effectively manage a diverse and highly skilled workforce; strengthen partnerships to enable integration, promote mutual understanding, and support accountability; promote interoperable capabilities to drive intelligence and information sharing while protecting privacy, civil liberties, and civil rights; optimize intelligence and information sharing to identify and address threats and opportunities; and develop and implement repeatable business practices to support PE decision making and achieve mission performance.

Major Duties and Responsibilities (MDRs)

- Provide subject matter expertise and guidance on emerging cybersecurity issues.
- Develop, justify, and provide structured recommendations to the leadership regarding the advancement of cybersecurity, cyber operations, and broader goals.
- Serve as the focal point for monitoring the implementation of related National Cyber Strategies on enhancing cybersecurity.
- Lead the formulation, revision, and application of performance assessment methodologies for related National Cyber Strategies; interface with the stakeholders to ensure that related cyber performance goals and measures are consistent with government standards.
- Support senior managers on resource-related issues of data collection, analysis, and reporting on current year funding obligations and expenditures and future year budget requests; liaise with the CFO staffs, OMB examiners, and key Congressional authorization and appropriation committee staffs.
- Liaise and collaborate with homeland security, intelligence, law enforcement, military, and diplomatic mission areas of the U.S. Government to implement innovative cybersecurity and cyber operations solutions.

Mandatory and Educational Requirements

- Proven ability to develop, justify, and implement structured recommendations related to the advancement of cybersecurity and broader national cyber goals.
- Extensive knowledge of Federal, State, local and private sector cybersecurity efforts.



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

- Extensive experience in at least two of the following disciplines: intelligence collection, analysis, counterintelligence, cybersecurity, resource management, or program management.
- Excellent oral and written communication skills and demonstrated ability to conduct independent research, filter and synthesize data, and produce clear, logical, and concise products.
- Excellent analytical and critical thinking skills, including the ability to assess complex programmatic issues and apply diagnostics to assess risks; develop and implement strategic plans, policies, and instructions related to cyber security and offensive cyber operations; and implement innovative solutions related to sensitive issues.
- Outstanding interpersonal skills and the ability to build consensus, work effectively and independently, and influence key stakeholders to build a broad coalition promoting an interagency and national approach to cybersecurity.

Key Requirements and How To Apply

For Joint Duty, paste only the Applicants from federal agencies within the Intelligence Community (IC) paragraph into the **Conditions** section

Internal ODNI Candidates:

A complete application package must include:

- RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required if the applicant is unable to provide the two most recent evaluations.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Applications should be sent to either DNI-MSD-HR-RR-Team_B_WMA@dni.ic.gov (classified email system) or Recruitment_TeamB@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both joswida@dni.ic.gov (*Daniel J.*) and mastrdj@dni.ic.gov (*Dorian M.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

Current Federal Employees Applying for a Detail Assignment:

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. **Applicants from within the IC must submit an application through the classified [IC Joint Duty Program website](#).**

Applicants from federal agencies outside the IC must provide:

- a. **WRITTEN ENDORSEMENT** from the employing agency concurring with the detail.
- b. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- c. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required if the applicant is unable to provide the two most recent evaluations.
- d. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- e. **CURRENT SF-50:** Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record.
- f. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Applications should be sent to either DNI-MSD-HR-RR-Team_B_WMA@dni.ic.gov (classified email system) or Recruitment_TeamB@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both joswida@dni.ic.gov (*Daniel J.*) and mastrdj@dni.ic.gov (*Dorian M.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

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All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application **MUST** be received by midnight on the closing date of this announcement. Applications received after the closing date will **NOT** be eligible for consideration.

To verify receipt of your application package **ONLY**, you may call 703-275-3811.

What To Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted **ONLY** if they have been selected for an interview.



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

Agency Contact Information

ODNI Recruitment; Phone: 703-275-3811; Email: Recruitment_TeamB@dni.gov

Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI-EEOD-RA-ACF@exchange.cia.ic.gov, by unclassified email at DNI-EEOD@dni.gov, by telephone at 703-874-8360, by TTY at 703-874-8554, or by FAX at 703-874-8651. Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**